



TO: Ohio Geospatial Professionals
FROM: Daryl Revoldt, Director, Govt Relations and Academic Affairs, TechniGraphics, Inc.
RE: NOAA Metadata Training Workshop

TechniGraphics, Inc. is pleased to announce that, in collaboration with the National Oceanic and Atmospheric Administration and the Federal Geographic Data Committee, a two day metadata workshop will be offered to Ohio GIS professionals.

The event will occur on September 1 and 2 at TechniGraphics in Wooster. An overview for the program is included below. There is no charge for this instruction.

NOAA's metadata specialists Kathy Martinolich and Carryl Waite will be the instructors. They are attached to NOAA's National Coastal Data Development Center.

Because we will maintain a tight instructor to student ratio, seating is limited and available on a first- come, first- served basis.

If you wish to attend this session, please reserve your place by emailing daryl.revoldt@tgstech.com.

Registration will close on July 30.

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Introduction to Geospatial Workshop

Day 1

8:30 - 9:00	Welcome and Class Overview
9:00 - 9:15	Metadata 101
9:15 - 9:45	The FGDC Content Standard for Digital Geospatial Metadata (CSDGM)
9:45 - 10:00	Getting Familiar with the CSDGM (Exercise 1)
10:00 - 10:15	Break
10:15 - 10:30	Metadata Records
10:30 - 10:45	Reading Metadata Records (Exercise 2)
10:45 - 11:00	Which Section Does Information Belong (Exercise 3)
11:00 - 12:15	Lunch Break

12:15 - 1:00	Introduction to Writing Metadata Records
1:00 - 1:30	Metadata Tools
1:30 - 1:45	Using ArcCatalog to Generate Metadata
1:45 - 2:00	Break
2:00 - 2:30	Introduction to the Metadata Enterprise Resource Management Aid
(MERMAid)	
2:30 - 3:00	Tailoring Metadata
3:00 - 4:00	Finding Metadata on the Web (Clearinghouse systems)
4:00 - 4:30	Wrap Up Day 1

Day 2

8:30 - 8:45	Review Day 1
8:45 - 9:00	Getting Started with MERMAid
9:00 - 9:15	The Workflow Process in MERMAid
9:15 - 9:45	Creating a MERMAid Hierarchy (Exercise 4)
9:45 - 10:00	Break
10:00 - 10:45	Validating Metadata (Exercise 5)
10:45 - 11:00	Using MERMAid to Develop Metadata (Exercise 6)
11:00 - 12:30	Lunch Break
12:30 - 2:00	Using MERMAid to Develop Metadata (Cont'd)
2:00 - 2:30	Making Metadata Part of the Process
2:30 - 3:30	FGDC Moving Forward
3:30 - 4:30	Wrap Up and Evaluations